



To/MS: Leaders
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Phone/Fax: 5-4225/7-7034
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*Office of the Deputy Laboratory Director
For Science and Technology*

Subject: Call for DDST G&A Reinvestment Account Proposals

Please circulate as appropriate throughout your organizations.

The SET has made available a modest amount of FY02 G&A funds to be administered by DDST for projects that reinvest in supporting our cutting edge science and technology base and key facilities that support it. Priority for the use of these funds will be given to proposals that most directly and positively impact our ongoing science and engineering research and programmatic activities, and the morale and productivity of our technical workforce.

Please remember that these are G&A funds and must be spent (not merely committed) during the current fiscal year and only on allowable G&A expenditures. Expenditures in direct support of research and development activities are not allowable, and can only be funded directly by programs. In addition, capital equipment purchases over \$25,000 require "conversion" of funds to capital funding. This could delay purchases by several weeks.

Successful proposals may include:

1. general-use-laboratory or office renovations that lead to increased capabilities or productivity;
2. repairs to critical infrastructure, the condition of which demonstrably impedes research and programmatic activities;
3. computer, networking, or laboratory equipment, within the allowable G&A cost limits for general purpose (not specific programmatic) use;
4. science and technology program development activities (e.g., conference or workshop support), but NOT proposal development activities which are more suitably supported by IPD;

In general, proposals should be budgeted at less than \$500,000. Smaller proposals stand a significantly greater chance of being approved for funding.

Associate Directors will participate in a prioritization process. Therefore, it is recommended that the proponents of the proposals coordinate them with their AD's prior to submission.

Please forward your proposals, with an endorsement from your Division Leader, to the DDST office by electronic mail to jllopez@lanl.gov. Proposals must be received by COB, November 22, 2002 to be considered.

Cy: IM-5, MS A150
DDST02.183 Files